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1983
REPORT
OF THE
OFFICERS
OF
CHESHIRE COUNTY



For The Year
Ending December 31, 1983

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CHESHIRE COUNTY
For The Year
Ending December 31, 1983

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COUNTY OFFICERS

COMMISSIONERS

DAVID G. ADAMS
DAVID E. CHENEY
WILLIAM F. LYNCH

Westmoreland
Marlborough
Keene

COORDINATOR

D.M. DROUIN

Keene

TREASURER

WHALEN B. DUNN

Keene

ATTORNEY

EDWARD J. O'BRIEN

Keene

MARTHA R. CROCKER, ASSISTANT

Keene

SHERIFF

KENNETH N. LYSITT

Keene

CLERK OF SUPERIOR COURT

STILLMAN D. ROGERS

Keene

JUDGE OF PROBATE

PETER S. ESPIEFS

Keene

REGISTER OF PROBATE

PHYLISS J. PARKER

Keene

REGISTER OF DEEDS

EVELYN S. HUBAL

Keene

WELFARE DIRECTOR

MIMI BARBER

Keene

MEDICAL EXAMINER

CHARLES E. SCHOFIELD

Keene

ADMINISTRATOR AT MAPLEWOOD HOME AND HOSPITAL

RICHARD A. WILSON

Westmoreland

DIRECTOR OF NURSING SERVICES

HARRIET T. DAVENPORT

Westmoreland

PHYSICIANS AT MAPLEWOOD HOSPITAL

WILLIAM H. TATEM, M.D.

Walpole

BARRY L. STERN, M.D.

Keene

MEMBERS OF CHESHIRE COUNTY DELEGATION

DIST. 1 - ALSTEAD, WALPOLE

ROBERT L. GALLOWAY	Walpole
JEFFREY C. MILLER	Walpole

DIST. 2 - CHESTERFIELD, SURRY, WESTMORELAND

ROBERT W. MOORE, JR.	Westmoreland
JOANN T. MORSE	Chesterfield

DIST. 3 - HINSDALE, WINCHESTER

ARTHUR J. BOULTER	Hinsdale
EUGENE W. CLARK	Winchester
ELMER L. JOHNSON	Winchester

DIST. 4 - GILSUM, MARLOW, STODDARD, SULLIVAN

DANIEL A. EATON	Stoddard
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DIST. 5 - DUBLIN, HARRISVILLE, MARLBOROUGH, NELSON, ROXBURY

IRVIN H. GORDON	Marlborough
WILLIAM A. RILEY	Nelson

DIST. 6 - JAFFREY

CLAYTON H. CRANE	Jaffrey
RICHARD A. GRODIN	Jaffrey

DIST. 7 - TROY

WILLIAM R. MATSON	Troy
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DIST. 8 - FITZWILLIAM, RICHMOND

JESSE F. DAVIS	Fitzwilliam
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DIST. 9 - RINDGE

JON H. PERKINS	Rindge
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DIST. 10 - SWANZEY

DAVID M. PERRY	Swanzy
MARGARET A. RAMSAY	Swanzy

DIST. 11 - FITZWILLIAM, RICHMOND, RINDGE, SWANZEY

RALPH PARKER	Swanzy
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DIST. 12 - KEENE, WARD 1

WILLIAM J. SULLIVAN	Keene
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DIST. 13 - KEENE, WARD 2

DELINA R. HICKEY	Keene
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DIST. 14 - KEENE, WARD 3

DAVID R. MEADER	Keene
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DIST. 15 - KEENE, WARD 4

ROBERT H. EISENGREIN	Keene
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KENDALL W. LANE	Keene
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DIST. 16 - KEENE, WARD 5

GEORGE MICHAELIDES	Keene
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ANDREA A. SCRANTON	Keene
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DIST. 17 - KEENE; WARDS 1, 2, 3, 4 and 5

ROBERT E. BARBER, JR.	Keene
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WILLIAM H. KENNEDY	Keene
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COMMISSIONERS REPORT FOR 1983

To the Citizens of Cheshire County:

In keeping with the statutes of the State of New Hampshire, the Commissioners thus present their annual report for the year 1983.

This year has been a very busy one for the Commissioners Office, as well as the Maplewood Home Office, with the emphasis directly on the County business operation. Such items as the payroll, benefits, policies and records were reviewed and changes made. Adding to the above, the application of the new wage classification system, and the ever present problems associated with anything new. The Commissioners feel the County is well under way with the task of updating its operations, and wish to thank Mrs. Drouin and Mr. Wilson for their hours of work above and beyond the call of duty.

As the year progressed we found that space was about to become a problem. The Welfare Department had outgrown its two room suite and Deeds needed room for the new microfilm equipment. The Commissioners reviewed several locations within the building with a final decision to move the Welfare Department into the three room remodeled area on the ground floor, and Deeds expanded across the hall to the vacated Welfare Department. We were sorry to have to ask the Monadnock Health and Welfare Council to leave. The Council had used the ground floor space for several years on a temporary basis.

The County saw the establishment, through a grant funded by the State of New Hampshire Office of Alcohol and Drug Abuse Prevention, of the Cheshire County Alcohol Crisis Intervention (ACI) Center. Mr. Stephen Knapp of the Monadnock Health and Welfare Council assisted the County Coordinator in the development of the initial grant proposal. The ACI Advisory Committee was created to develop, propose, and review program policy and procedures to the County Commissioners. The Commissioners wish to extend thanks to the membership of the Advisory Committee and to the many other wonderful and concerned County citizens who have come forward to man the facility as volunteers or who have contributed to the success of the Program in some other way. Also, The Monadnock United Way should be cited for its cooperation in development of the ACI Center at 23 Center Street in Keene.

Once again the Maplewood Nursing Home ranks with the best, if not the best, in the State. The Commissioners express their thanks to Maplewood Administrator, Director of Nurses and those many dedicated employees at Maplewood, who make the latter years of life brighter for so many.

We continue to search for answers for the many changes in federal and state statutes concerning the Jail and House of Correction. Should we add on, or use some of the old buildings? Several alternatives are being investigated by an expanded, County staff ad hoc committee as 1983 draws to a close.

Respectfully submitted
David G. Adams, Clerk
Cheshire County Board of
Commissioners

Cheshire County Board of
Commissioners

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REPORT OF TREASURER OF CHESHIRE COUNTY

To the Board of Commissioners of the County of Cheshire:
Gentlemen: I hereby submit the report of the Treasurer
of the County of Cheshire for the year ending December 31,
1983.

REVENUE

Alstead	\$ 71,757
Chesterfield	160,321
Dublin	103,652
Fitzwilliam	99,457
Gilsum	31,080
Harrisville	62,523
Hinsdale	133,404
Jaffrey	240,164
Keene	959,360
Marlboro	65,752
Marlow	31,412
Nelson	36,391
Richmond	32,106
Rindge	174,805
Roxbury	10,863
Stoddard	80,568
Sullivan	19,584
Surry	31,352
Swanzy	238,203
Troy	67,894
Walpole	184,219
Westmoreland	67,683
Winchester	114,967
TAXES SUBTOTAL	\$3,017,517
Maplewood Nursing Home	2,834,493
Farm	200,472
Jail Reimbursement	3,561
Reimbursement for Aid:	
Old Age Assistance	-0-
Direct Aid	5,801
Board & Care of Children	4,623
Miscellaneous	151
Register of Deeds--Fees	140,992
Register of Probate--Fees	7,931
Sheriff's Department--Fees	42,621
Fire Mutual Aid	55,922
Superior Court--Fines & Fees	42,224
Interest	202,452
State Reimbursement (Sewerage Grant)	4,996
Federal Revenue Sharing Used	143,263
Alcohol Crisis Intervention Grant	10,783
TOTAL	\$6,717,802
Fund Balance Used to Reduce 1983 Appropriation	280,000
TOTAL REVENUE	
	\$6,997,802

continued

REPORT OF CAPITAL RESERVE ACCOUNTS

County of Cheshire Capital Reserve

Balance January 1, 1983	\$21,586.62
Interest	<u>1,819.23</u>
Balance on hand, December 31, 1983	\$23,405.85

Nursing Home Equipment Capital Reserve

Balance January 1, 1983	\$ 2,582.70
Interest	<u>139.21</u>
Balance on hand, December 31, 1983	\$ 2,721.19

Farm Equipment Capital Reserve

Balance January 1, 1983	\$ 9,897.99
Interest	<u>478.24</u>
Subtotal	\$10,376.23
Withdrawal for Plow	<u>2,525.00</u>
Balance on hand, December 31, 1983	\$ 7,851.23

Respectfully submitted,
Whalen B. Dunn
Treasurer

In our opinion, except for the financial statement of the general fund account group, the financial statements referred to above present fairly the financial position of the County of Cheshire, and the changes in financial position of its proprietary fund group for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

April 12, 1984

John J. Whalen - C.A.

Board of County Commissioners
County of Cheshire, New Hampshire

Gentlemen:

We have examined the combined financial statements of the County of Cheshire, New Hampshire, as at and for the year ended December 31, 1983, as listed in the table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances, except as stated in the following paragraph.

The County has not maintained complete records of its general fixed assets. The general fixed assets account group included in these financial statements has been prepared using both actual and estimated historical costs provided by county management and current appraisal data provided by insurance companies. Generally accepted accounting principles require that fixed asset values should be determined and maintained at historical cost. Because we were unable to satisfy ourselves by appropriate audit tests or by other means, because of incomplete records, we are unable to express an opinion on the accompanying financial statements of the general fixed asset account group.

In our opinion, except for the financial statement of the general fixed asset account group, the combined financial statements referred to above present fairly the financial position of the County of Cheshire, and the changes in financial position of its proprietary fund types for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

April 12, 1984

John J. Hurley & Co. P.C.

Exhibit 1

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Balance Sheet
All Fund Types and Account Groups
December 31, 1983

	<u>Governmental Fund Type</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>ASSETS</u>			
Cash	\$ 727,297	\$ 224,865	\$ 32,373
Accounts receivable	41,836	-	-
Due from other funds	145,616	2,001	5,000
Intergovernmental receivables	-	867	-
Prepaid expenses	-	-	-
Inventories	-	-	-
Property, plant and equipment, net	-	-	-
Amount required to be provided in the future for retirement of debt	-	-	-
<u>Total Assets</u>	<u>\$ 914,749</u>	<u>\$ 227,733</u>	<u>\$ 37,373</u>
<u>LIABILITIES AND FUND EQUITY</u>			
<u>Liabilities</u>			
Accounts payable	\$ 484,689	\$ -	\$ -
Accrued expenses	33	-	-
Due to patients and other agencies	-	-	-
Due to other funds	23,944	144,130	1,486
General obligation bonds payable	-	-	-
<u>Total Liabilities</u>	<u>508,666</u>	<u>144,130</u>	<u>1,486</u>
<u>Fund Equity</u>			
Contributed capital	-	-	-
Investment in general fixed assets	-	-	-
Retained earnings (deficit)	-	-	-
Unreserved	-	-	-
Reserved for specific capital outlay	-	-	-
Fund balance:			
Reserved for specific capital projects	-	-	-
Unreserved:			
Undesignated	406,083	83,603	35,887
<u>Total Retained Earnings/Fund Balance</u>	<u>406,083</u>	<u>83,603</u>	<u>35,887</u>
<u>Total Fund Equity</u>	<u>406,083</u>	<u>83,603</u>	<u>35,887</u>
<u>Total Liabilities And Fund Equity</u>	<u>\$ 914,749</u>	<u>\$ 227,733</u>	<u>\$ 37,373</u>

The accompanying notes are an integral part of this combined balance sheet.

Proprietary Fund Types		Fiduciary Fund Type	Account Groups		Total (Memorandum Only)
Enterprise, Nursing Home	Internal Service Fund	Agency	General Fixed Assets	General Long-Term Debt	December 31, 1983
\$ 2,922	\$ 8,560	\$ 143,640	\$ -	\$ -	\$ 1,139,657
245,175	3,581	-	-	-	290,592
12,163	-	4,780	-	-	169,560
-	-	-	-	-	867
4,774	126	-	-	-	4,900
69,320	450	351	-	-	70,121
3,409,180	5,321	-	5,582,659	-	8,997,160
-	-	-	-	2,425,000	2,425,000
<u>\$3,743,534</u>	<u>\$ 18,038</u>	<u>\$ 148,771</u>	<u>\$5,582,659</u>	<u>\$2,425,000</u>	<u>\$13,097,857</u>
\$ 14,113	\$ 819	\$ 1,403	\$ -	\$ -	\$ 501,024
112,337	-	-	-	-	112,370
-	-	147,368	-	-	147,368
-	-	-	-	-	169,560
3,020,000	-	-	-	2,425,000	5,445,000
<u>3,146,450</u>	<u>819</u>	<u>148,771</u>	<u>-</u>	<u>2,425,000</u>	<u>6,375,322</u>
-	23,000	-	-	-	23,000
-	-	-	5,582,659	-	5,582,659
594,362	(5,781)	-	-	-	588,581
2,722	-	-	-	-	2,722
-	-	-	-	-	35,887
-	-	-	-	-	489,686
597,084	(5,781)	-	-	-	1,116,876
597,084	17,219	-	5,582,659	-	6,722,535
<u>\$3,743,534</u>	<u>\$ 18,038</u>	<u>\$ 148,771</u>	<u>\$5,582,659</u>	<u>\$2,425,000</u>	<u>\$13,097,857</u>

The accompanying notes are an integral part of this combined balance sheet.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Revenues, Expenditures and Changes in Fund Balance
All Governmental Fund Types
For the Year Ended December 31, 1983

	Governmental Fund Types			Total (Memorandum Only) December 31, 1983
	General	Special Revenue	Capital Projects	
<u>Revenues</u>				
Taxes	\$3,017,517	\$ -	\$ -	\$3,017,517
Intergovernmental	71,342	171,138	-	242,480
Charges for services	257,724	-	-	257,724
Miscellaneous	4,202	732	-	4,934
County farm	200,878	-	-	200,878
Interest	209,988	5,465	2,601	218,054
<u>Total Revenues</u>	<u>3,761,651</u>	<u>177,335</u>	<u>2,601</u>	<u>3,941,587</u>
<u>Expenditures</u>				
General government	2,485,447	385,247	-	2,870,694
House of correction	280,633	-	-	280,633
Prisoners held in other institutions	21,865	-	-	21,865
County farm	188,604	-	-	188,604
Capital outlay	43,578	2,037	14,231	59,846
Debt service	320,665	-	-	320,665
<u>Total Expenditures</u>	<u>3,340,792</u>	<u>387,284</u>	<u>14,231</u>	<u>3,742,307</u>
<u>Excess (Deficiency) of Revenues over Expenditures</u>	<u>420,859</u>	<u>(209,949)</u>	<u>(11,630)</u>	<u>199,280</u>
<u>Other Financing Sources (Uses)</u>				
Operating transfers in	418	285,982	5,000	291,400
Operating transfers out	(437,460)	(47,869)	(303)	(485,632)
<u>Total Other Financing Sources (Uses)</u>	<u>(437,042)</u>	<u>238,113</u>	<u>4,697</u>	<u>(194,232)</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources over Expenditures and Other Uses</u>	<u>(16,183)</u>	<u>28,164</u>	<u>(6,933)</u>	<u>5,048</u>
Fund balance, at beginning of year	422,266	55,439	42,820	520,525
<u>Fund Balance, at End of Year</u>	<u>\$ 406,083</u>	<u>\$ 83,603</u>	<u>\$ 35,887</u>	<u>\$ 525,573</u>

The accompanying notes are an integral part of this statement.

Exhibit 3

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Combined Statement of Revenues, Expenditures and Changes in Fund Balance,
Budget (GAAP Basis) and Actual - General and Special Revenue Fund Types
For the Year Ended December 31, 1983

	General Fund		
	Budget	Actual	Actual Over/(Under) Budget
<u>Revenues</u>			
Taxes	\$3,017,517	\$3,017,517	\$ -
Intergovernmental	62,736	71,342	8,606
Charges for services	145,226	257,724	112,498
Miscellaneous	14,000	4,202	(9,798)
County farm	191,900	200,878	8,978
Interest	103,125	209,988	106,863
<u>Total Revenues</u>	<u>3,534,504</u>	<u>3,761,651</u>	<u>227,147</u>
<u>Expenditures</u>			
General government	2,460,882	2,485,447	24,565
House of correction	319,748	280,633	(39,115)
Prisoners held in other institutions	35,000	21,865	(13,135)
County farm	188,513	188,604	91
Capital outlay	36,470	43,578	7,108
Debt service	320,665	320,665	-
<u>Total Expenditures</u>	<u>3,361,278</u>	<u>3,340,792</u>	<u>(20,486)</u>
<u>Excess (Deficiency) of Revenues over</u> <u>Expenditures</u>	<u>173,226</u>	<u>420,859</u>	<u>247,633</u>
<u>Other Financing Sources (Uses)</u>			
Operating transfers in	-	418	418
Operating transfers out	(453,226)	(437,460)	15,766
<u>Total Other Financing Sources (Uses)</u>	<u>(453,226)</u>	<u>(437,042)</u>	<u>16,184</u>
<u>Excess (Deficiency) of Revenues and</u> <u>Other Financing Sources over</u> <u>Expenditures and Other Uses</u>	<u>(280,000)</u>	<u>(16,183)</u>	<u>263,817</u>
Fund balance, at beginning of year	422,266	422,266	-
<u>Fund Balance, at End of Year</u>	<u>\$ 142,266</u>	<u>\$ 406,083</u>	<u>\$ 263,817</u>

The accompanying notes are an integral part of this statement.

Special Revenue Funds

Total (Memorandum Only)

December 31, 1983

Special Revenue Funds			Total (Memorandum Only)		
Budget	Actual	Actual Over/(Under) Budget	Budget	Actual	Actual Over/(Under) Budget
\$ -	\$ -	\$ -	\$3,017,517	\$3,017,517	\$ -
155,763	171,138	15,375	218,499	242,480	23,981
-	-	-	145,226	257,724	112,498
-	732	732	14,000	4,934	(9,066)
-	-	-	191,900	200,878	8,978
-	5,465	5,465	103,125	215,453	112,328
<u>155,763</u>	<u>177,335</u>	<u>21,572</u>	<u>3,690,267</u>	<u>3,938,986</u>	<u>248,719</u>
391,201	385,247	(5,954)	2,852,083	2,870,694	18,611
-	-	-	319,748	280,633	(39,115)
-	-	-	35,000	21,865	(13,135)
-	-	-	188,513	188,604	91
2,790	2,037	(753)	39,260	45,615	6,355
-	-	-	320,665	320,665	-
<u>393,991</u>	<u>387,284</u>	<u>(6,707)</u>	<u>3,755,269</u>	<u>3,728,076</u>	<u>(27,193)</u>
(238,228)	(209,949)	28,279	(65,002)	210,910	275,912
285,982	285,982	-	285,982	286,400	418
(47,754)	(47,869)	(115)	(500,980)	(485,329)	15,651
<u>238,228</u>	<u>238,113</u>	<u>(115)</u>	<u>(214,998)</u>	<u>(198,929)</u>	<u>16,069</u>
-	28,164	28,164	(280,000)	11,981	291,981
-	55,439	55,439	422,266	477,705	55,439
<u>\$ -</u>	<u>\$ 83,603</u>	<u>\$ 83,603</u>	<u>\$ 142,266</u>	<u>\$ 489,686</u>	<u>\$ 347,420</u>

The accompanying notes are an integral part of this statement.

Exhibit 4

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Combined Statement of Revenues, Expenses and Changes in Retained Earnings
All Proprietary Fund Types
For the Fiscal Year Ended December 31, 1983

	Proprietary Fund Types		Total (Memorandum Only) December 31, 1983
	Enterprise	Internal Service	
<u>Operating Revenues</u>			
Charges for services	\$2,776,418	\$ 56,194	\$2,832,612
Meals to jail	41,239	-	41,239
Physicians' fees	10,332	-	10,332
Resale supplies	1,607	-	1,607
Medical supplies	4,709	-	4,709
Miscellaneous	910	-	910
<u>Total Operating Revenues</u>	<u>2,835,215</u>	<u>56,194</u>	<u>2,891,409</u>
<u>Operating Expenses</u>			
Administration	209,434	-	209,434
Dietary	401,835	-	401,835
Nursing	1,088,144	-	1,088,144
Plant operations	320,788	-	320,788
Laundry and linen	134,128	-	134,128
Housekeeping	164,920	-	164,920
Physicians and pharmacy	134,346	-	134,346
Special services	3,257	55,512	58,769
Activity	56,585	-	56,585
Social services	34,545	-	34,545
Occupational therapy	21,553	-	21,553
Physical therapy	64,990	-	64,990
Depreciation	132,056	2,490	134,546
<u>Total Operating Expenses</u>	<u>2,766,581</u>	<u>58,002</u>	<u>2,824,583</u>
<u>Operating Income (Loss)</u>	<u>68,634</u>	<u>(1,808)</u>	<u>66,826</u>
<u>Non-Operating Revenues (Expenses)</u>			
Workmen's compensation return on deposit	12,716	-	12,716
Interest income	139	490	629
Interest expense	(226,440)	-	(226,440)
<u>Total Non-Operating Revenues (Expenses)</u>	<u>(213,585)</u>	<u>490</u>	<u>(213,095)</u>
<u>(Loss) Income Before Operating Transfers</u>	<u>(144,951)</u>	<u>(1,318)</u>	<u>(146,269)</u>
<u>Operating Transfer In</u>			
General fund	194,232	-	194,232
<u>Net Income (Loss)</u>	<u>49,281</u>	<u>(1,318)</u>	<u>47,963</u>
<u>Retained earnings (deficit), at</u>			
beginning of year	537,345	(4,463)	532,882
Restatements	10,458	-	10,458
Beginning retained earnings restated	547,803	(4,463)	543,340
<u>Retained Earnings, at End of Year</u>	<u>597,084</u>	<u>(5,781)</u>	<u>591,303</u>

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Combined Statement of Changes in Financial Position
All Proprietary Fund Types
For the Fiscal Year Ended December 31, 1983

	Proprietary Fund Types		Total (Memorandum Only) December 31, 1983
	Enterprise	Internal Service	
<u>Sources of Working Capital</u>			
Operations:			
Net income (loss)	\$ 49,281	\$ (1,318)	\$ 47,963
Depreciation	132,056	2,490	134,546
Total	181,337	1,172	182,509
Restatement of beginning fund balance	10,458	-	10,458
Total Sources of Working Capital	191,795	1,172	192,967
<u>Uses of Working Capital</u>			
Current maturity of long term debt	150,000	-	150,000
Reduction in beginning accumulated depreciation	1,946	-	1,946
Purchase of building additions and equipment	68,724	-	68,724
Total Uses of Working Capital	220,670	-	220,670
Increase (Decrease) in Working Capital	\$ (28,875)	\$ 1,172	\$ (27,703)
<u>ANALYSIS OF CHANGES IN WORKING CAPITAL</u>			
Cash	\$ -	\$ 834	\$ 834
Cash reserved	139	-	139
Accounts receivable	23,552	349	23,901
Due from general fund	12,163	-	12,163
Inventories	(4,273)	(150)	(4,423)
Prepaid expense	56	(92)	(36)
Net Increase or Decrease in Current Assets	\$ 31,637	\$ 941	\$ 32,578
Accounts payable	14,113	(231)	13,882
Accrued expenses	46,399	-	46,399
Current portion of general obligation bonds	-	-	-
Net Increase (Or Decrease) in Current Liabilities	\$ 60,512	(231)	60,281
Increase (Decrease) in Working Capital	\$ (28,875)	\$ 1,172	\$ (27,703)

The accompanying notes are an integral part of this statement.

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1983

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the County of Cheshire, New Hampshire conform to generally accepted accounting principles as applicable to governmental units.

The following is a summary of the more significant policies:

Basis of Presentation

The accounts of the county are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equities, revenues and expenditures or expenses. The following fund types and account groups are used by the county:

GOVERNMENTAL FUNDS

(1) General Fund - The general fund is the general operating fund of the county. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges and the capital improvement costs that are not paid through other funds.

(2) Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

(3) Capital Projects Funds - Capital projects funds are used to account for financial resources to be used for the acquisition of construction of major capital facilities other than those financed by special assessments or enterprise operations.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

PROPRIETARY FUNDS

Enterprise Fund

(4) Enterprise Fund - An enterprise fund (The Cheshire County Nursing Home) is used to account for operations that provide a service to the residents of the county through user charges and reimbursements from the State of New Hampshire; where periodic measurement of net income is required by the county and state for capital maintenance public policy, management control, accountability and cost reimbursement purposes.

(5) Internal Service Fund - An internal service fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the county, or to other governments, on a cost-reimbursement basis.

FIDUCIARY FUNDS

(6) Agency Funds - Agency funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

ACCOUNT GROUPS

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

General Fixed Assets Account Group - Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. Fixed assets accounted for are land and buildings and equipment; although county records are incomplete. The values for the general fixed assets shown in Note 2 of this report are based on historical cost and current appraisal data as provided by insurance companies.

General Long-Term Debt Account Group - Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds. It is the county's intention to retire these bonds from revenues generated by the governmental funds. The bonds bear the full faith and credit of the county.

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

The propriety funds are accounted for on a cost of services or "capital maintenance" measurement focus. This means that all assets and all liabilities (whether current or noncurrent) associated with their activity are included on their balance sheets. Their reported fund equity (net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net total assets.

Cheshire County Nursing Home bonded debt expected to be retired from enterprise revenues is recorded as a liability of the enterprise fund. These bonds bear the full faith and credit of the county and are not just the obligation of the Cheshire County Nursing Home.

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. All significant revenue sources including property taxes have been treated as "susceptible to accrual" under the modified accrual basis.

Expenditures for governmental funds are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include: (1) accumulated sick pay, and other employee amounts which are not accrued; and (2) principal and interest on general long-term debt which is recognized when due; and (3) prepaid expenses.

All proprietary funds are accounted for using the full accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

Interfund Receivables

Interfund loans receivable (reported in "Due from" asset accounts) are considered "available spendable resources".

Prepaid Expenses

Prepaid expenses of the enterprise fund and internal service fund represent prepayments of subsequent year's expenses. They will be written off as actual expenses when they are incurred during 1984. At the end of 1983 the prepaid expenses were composed as follows:

Insurance	\$ 3,182
Maintenance	1,718
<u>Total</u>	<u>\$ 4,900</u>

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

Inventory

Inventory is valued at the lower of cost or market on a (first-in, first-out) basis for the proprietary funds and consists of expendable materials and supplies. All other funds do not recognize inventories.

Accrued Expenses

Accrued Expenses of the general fund and enterprise fund (Cheshire County Nursing Home) are composed of the following:

Accrued payroll deduction	\$ 3,269
Accrued holiday and vacation	41,957
Accrued payroll	30,904
Accrued bond interest payable	36,240
<u>Total</u>	<u>\$112,370</u>

Retained Earnings Reserved for Specific Capital Outlay

The \$2,722 shown as a reservation of fund balance in the enterprise fund retained earning represents the remaining funds left after a sale of furniture at the old facility.

Fund Balance for Specific Capital Projects

The \$35,887 of fund balance designated for specific capital projects is composed as follows:

A) New court house	\$ (370)
B) Farm equipment reserve fund	12,851
C) Capital reserve fund	23,406
<u>Total</u>	<u>\$ 35,887</u>

Account A is the small overdraft balance on the new court house. Account A's overdraft will be eliminated in 1984. Account B is available for use for new farm equipment in addition to any amount budgeted. Account C is available for building repair or construction. Accounts B and C tend to be used for emergencies.

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1983
(Continued)

Accumulation of Sick Leave and Vacation Leave

Sick Leave

Sick leave shall be accumulated at a rate of .83 days per month. Sick leave may be accumulated to a maximum of sixty days.

Upon accumulation of sixty days' sick leave by an employee all sick leave days which the employee accumulated during each subsequent year after reaching the maximum shall be paid to the employee at the end of each year, at the rate of one-half day per day accumulated. Employees may not carry over such compensation to subsequent years, nor are they eligible to be paid for unused sick time should they terminate their employment.

The above policy applies to both the commissioners' office and nursing home. On December 31, 1983 management was of the opinion that accumulated sick leave at both facilities totaling approximately \$161,000 did not exceed a normal year's accumulation.

Vacation and Holiday Leave

For the commissioners' office holiday and vacation days must be used in the year earned and cannot be carried over to a subsequent year.

At the nursing home vacation may be accrued to one and one half times the employee's maximum. Any vacation accrued beyond this amount will be forfeited.

At the nursing home employees are allowed to take a given holiday within a period running from thirty days before to thirty days after that given holiday. Normally the holiday is lost if it is not taken within that time frame, although the nursing home administrator may grant exceptions to that rule.

Revenues - Property Taxes

Property tax revenues are collected by the towns and cities in the county district and are turned over to the county on an annual basis.

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

Total Columns on Combined Statements

Total columns on the combined statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - FIXED ASSETS

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund balance sheets. Depreciation has been provided over the estimated useful lives using the straight line method. The estimated useful lives are as follows:

Enterprise Fund

Cheshire County Nursing Home building	15-40 Years
Cheshire County Nursing Home equipment	4-25 Years

Internal Service

Equipment	4-5 Years
-----------	-----------

Depreciation on fixed assets acquired by grants, entitlements, and shared revenues externally restricted for capital acquisitions and construction are closed to retained earnings.

A summary of proprietary fund type (enterprise fund, nursing home and internal service fund mutual aid radio repair) property, plant and equipment at December 31, 1983 follows:

<u>Description</u>	<u>Cost</u>	<u>Accumulated Depreciation</u>	<u>Net Depreciated Value</u>
Enterprise fund:			
Land	\$ 75,211	\$ -	\$ 75,211
Building and improvements	3,747,273	627,943	3,119,330
Equipment	426,370	211,731	214,639
<u>Totals</u>	<u>\$4,248,854</u>	<u>\$ 839,674</u>	<u>\$ 3,409,180</u>
Internal service fund:			
Equipment	\$ 13,680	\$ 8,359	\$ 5,321

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

The changes in General Fixed Assets are as follows:

<u>Cost or Estimated Value</u>	<u>Balance January 1, 1983</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance December 31, 1983</u>
<u>Buildings and land:</u>				
General government	\$3,453,811	\$ 14,231	\$ -	\$3,468,042
Old complex, Westmoreland	810,000	-	-	810,000
County farm	311,500	-	-	311,500
Jail and house of correction	665,500	-	-	665,500
<u>Equipment:</u>				
General government and jail	193,552	45,101	-	238,653
County farm	88,450	514	\$ -	88,964
<u>Totals</u>	<u>\$5,522,813</u>	<u>\$ 59,846</u>	<u>\$ -</u>	<u>\$5,582,659</u>

NOTE 3 - CHANGES IN LONG-TERM DEBT

The following is a summary of bond transactions of the county for the year ended December 31, 1983.

	<u>General Obligation</u>
Bonds payable at 01/01/83	\$5,770,000
Bonds retired	325,000
<u>Bonds Payable at 12/31/83</u>	<u>\$5,445,000</u>

Bonds payable at December 31, 1983 are comprised of the following individual issues:

General Obligation Bonds

\$880,000 - 1974 house of correction serial bonds due in annual installments of \$45,000 to \$40,000; interest at 6.70% through November, 1994	\$ 475,000
\$2,600,000 - 1978 court house serial bonds due in annual installments of \$130,000 through November, 1998; interest at 5.50%	1,950,000
\$4,223,000 - 1975 nursing home serial bonds due in annual installments of \$153,000 to \$100,000 through May 2005; interest at 7.20% (This issue is being serviced - principal and interest - by the nursing home - enterprise fund)	3,020,000
<u>Totals</u>	<u>\$5,445,000</u>

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE
Notes to Financial Statements
December 31, 1983
(Continued)

The annual requirements to amortize all debt outstanding as of December 31, 1983 including interest payments of \$3,326,315 are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1984	325,000	352,940	677,940
1985	325,000	331,975	656,975
1986	325,000	311,010	636,010
1987	325,000	290,045	615,045
1988	325,000	269,080	594,080
Subtotal	1,625,000	1,555,050	3,180,050
1989-2005	3,820,000	1,771,265	5,591,265
<u>Total</u>	<u>\$5,445,000</u>	<u>\$3,326,315</u>	<u>\$8,771,315</u>

Interest expense for 1983 was 226,490 and \$295,930 for the enterprise fund and general fund respectively.

NOTE 4 - INTERNAL SERVICE FUND DEFICIT

The internal service fund (Southwestern New Hampshire Mutual Aid Radio Repair) deficit of \$5,781 arises from the fact that 1980 was the first year of operations for this fund, and that there were some initial costs incurred which were not completely reimbursed during the first year. The year 1981 showed a small income, but both 1982 and 1983 have shown losses because not enough was charged to repair service customers.

NOTE 5 - INTERFUND RECEIVABLE AND PAYABLE

Interfund receivable and payable balances at December 31, 1983 were as follows:

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General fund	\$ 145,616	\$ 23,944
Special revenue fund	2,001	144,130
Capital projects fund	5,000	1,486
Agency funds	4,780	-
Enterprise fund	12,163	-
<u>Totals</u>	<u>\$ 169,560</u>	<u>\$169,560</u>

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

NOTE 6 - PENSION FUND

The county provides for pension benefits to substantially all employees through a contributory retirement system under New Hampshire law. The law prescribes the formula for computing retirement allowances and presently does not permit advance funding of pension liabilities. Retirement allowances are paid by county funding and employee contributions, based on age and date of entry. Employee contributions constitute an annuity savings fund from which a portion of the retirement allowances are paid. Pension expense for the year totaled \$82,466. Cheshire County's portion of the unfunded accrued liability, the excess of vested benefits over plan assets at the actuarial valuation date, is not available for inclusion in this report. Such amount, however, does not represent a current demand upon the plan's resources as such vested benefits in the long-term course of the plan operation are anticipated to be disbursed over future years as retirement benefits to members. The value of vested benefits of the employees has not been determined. The amounts paid for the year ended December 31, 1983 were as follows:

General fund:		
Commissioners office	\$ 18,158	
House of corrections	3,491	
County farm	<u>1,377</u>	\$ 23,026
Special revenue fund:		
Fire mutual aid		20,097
County extension		530
Enterprise fund:		
Cheshire County Nursing Home		35,596
Internal service fund:		
Southwestern New Hampshire		
Mutual Aid Radio Repair		<u>3,217</u>
<u>Total</u>		<u>\$ 82,466</u>

NOTE 7 - LITIGATION

There are several pending lawsuits in which the county is involved. The County Attorney estimates that the potential claims against the county resulting from such litigation would not materially affect the financial statements of the county.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

NOTE 8 - COMMITMENTS AND LEASES

Lease or maintenance commitments for equipment are made principally on an annual basis only, so that there are no material long-term commitments.

The County Extension Service leases office space for its operations. 1983's rent amounted to \$12,600. For years subsequent to 1983 the base annual rent of \$12,600 will be increased or decreased by the same percentage which the "Consumer price index - United States city average - All items" published by the Bureau of Labor Statistics, United States Department of Labor exceeds the average of such monthly indexes for the year 1982. In no event will the base rental ever fall below \$1,050.00 per month.

In addition the County Extension Service will have to pay:

- A) 8% of the increase if any in real estate taxes attributable to the entire premises over the amount of taxes assessed on the premises for the tax year beginning April 1, 1983.
- B) 8% of the amount by which the cost to heat the lessor's entire building exceeds the cost to heat the lessor's entire building for the base year June 1, 1982 to May 31, 1983.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

NOTE 9 - CONTINGENT LIABILITIES - FEDERAL GRANTS

The county participates in the following federally assisted grant programs:

(1) Department of Health and Human Services:

Medicaid (Title XIX) funds are received by the county nursing home from the State of New Hampshire, Department of Welfare which participates in the Title XIX program. The general formula used in the reimbursement of costs incurred by the county nursing home residents is as follows:

- A) Patient's monthly social security check less \$25 or \$30 for personal needs.
- B) The balance paid according to the following percentages:
 - 1) Sixty percent federal government (pass-through the State of New Hampshire.
 - 2) Fifteen percent from the State of New Hampshire directly.
 - 3) Twenty-five percent from the county (part of old age assistance).

The approximate amounts contributed by the various governments is shown below:

	Amount
A) Federal Government	\$1,482,000
B) State of New Hampshire	\$ 370,000
C) County of Cheshire	\$ 617,000

(2) Department of Treasury:

Federal revenue sharing entitlements of \$159,488 were received during the fiscal year.

These programs are subject to program compliance audits by the grantors or their representatives. The audits of these programs for or including the year ended December 31, 1983 have not yet been reviewed by the grantor. Accordingly, the grantor's decision on the county's compliance or non-compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

NOTE 10 - BUDGETS AND BUDGETARY ACCOUNTING

The county follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The county commissioners shall deliver or mail to each member of the county convention who will be in office on the date that appropriations are voted, to the chairman of the board of selectmen in each town, the mayor of each city within the county, and to the secretary of state prior to December 1 annually; their operating budget for the ensuing calendar year, together with a statement of actual expenditures and income for at least nine months of the preceding calendar year.
2. Not earlier than ten nor later than twenty days after mailing of the commissioner's statement, there shall be held within the county at such time and place as the chairman of the county convention may specify, a public hearing on the budget estimates as submitted by the clerk of the county convention, with a summary of the budget as submitted, for publication in a newspaper of general circulation in the county at least three days prior to the date of said hearing.
3. Twenty-eight days must have elapsed from the mailing of such operating budget before the county convention shall vote for appropriations for the ensuing budget period.
4. The county convention shall adopt its annual budget within 90 days after the beginning of the calendar year.
5. The final form of the county budget shall be filed with the secretary of state's office and the commissioner of revenue administration no later than 30 days after the adoption of the budget.
6. The commissioners are authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the executive committee of the delegation.
7. Formal budgetary integration is employed as a management control device during the year for the general fund, special revenue funds and enterprise fund.

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

8. The county prepares one budget for all funds. For financial reporting purposes this budget is broken down between the various funds. Budgets for the general and special revenue funds are reported on a basis consistent with generally accepted accounting principles (GAAP). Budgets for the enterprise fund are adopted on a basis which is not consistent with GAAP. The budget for the enterprise fund is prepared on the modified accrual basis while GAAP requires the full accrual basis.
9. Expenditures cannot exceed the appropriations for which the county convention has voted; except for the payment of judgments rendered against the county.
10. The commissioners may apply to the county convention for an appropriation to be made subsequent to the adoption of the annual county budget. The commissioners shall deliver or mail to each member of the county convention (who will be in office on the date of the convention vote on the proposed supplemental appropriation) and to the chairman of the board of selectmen in each town and the mayor of each city within the county and to the secretary of state a statement including the amount of the proposed supplemental appropriation and the objects for which the money is required. The commissioners shall schedule a public hearing on such appropriation to be held within 30 days of the mailing or delivery of said statement. Notice of the date of said hearing, and the date of the convention vote on the proposed appropriation shall accompany said statement. A supplemental county appropriation shall require a vote of the county convention.

NOTE 11 - RESTATEMENT OF RETAINED EARNINGS

The proprietary (enterprise) fund beginning retained earnings balance of the county nursing home has been restated to reflect the following change; capitalization of certain fixed assets by State of New Hampshire, expensed in prior years. Net income would have been increased by \$5,093 and retained earnings by \$10,458 at December 31, 1982 to reflect the above changes.

(Continued)

COUNTY OF CHESHIRE, NEW HAMPSHIRE

Notes to Financial Statements

December 31, 1983

(Continued)

NOTE 12 - BUDGETED DECREASE IN FUND BALANCE - GENERAL FUND

The \$280,000 budgeted decrease in fund balance represents the amount of fund balance budgeted by the county to be used to reduce taxes during 1983.

NOTE 13 - FACILITIES ESCROW ACCOUNT -
SUPERIOR AND PROBATE COURTS

NH RSA 490:26-C established an escrow account for each superior and probate court in the state. The account is funded by \$3.00 from each \$5.00 entry fee collected by the court and is administered by the state. The funds are to be used for the improvement of court facilities and the improvements must be approved by the county convention, the court, and by the N.H. Court Accreditation Commission.

The amount held by the State of New Hampshire at December 31, 1983 for the Cheshire Superior and Probate Court was \$6,534 and \$3,059, respectively.

NOTE 14 - SUBSEQUENT EVENTS

On January 1, 1984, the State of New Hampshire instead of the county will receive the Superior Court and Probate Court revenues. However, the county will be responsible for the two courts' expenditures until June 30, 1984, except for salaries and related payroll expenses, which the State will pay as of January 1, 1984.

On January 18, 1984, the county issued tax anticipation notes totaling \$3,600,000.

Total interest that will have to be paid on these tax anticipation notes will amount to \$200,849.00.

On April 26, 1984, the county convention authorized the borrowing of \$83,000 for long-term debt for the purchase of a county-wide telephone system and an energy management system at the Cheshire County Nursing Home.

Note: The financial report contained herein is abbreviated. Complete report available Commissioners Office.

SHERIFF'S REPORT

To the Honorable Board of County Commissioners and Citizens of Cheshire County:

As Sheriff of Cheshire County, I herewith submit my report for the year ending December 31, 1983.

This year was very similar to the previous year. Our major crimes as noted are burglaries, forgeries, bad checks, misuse of credit cards and capii (violations of Court Orders).

We are still transporting a considerable amount of males and females. This involves trips of a considerable distance at great expense.

Again, I wish to thank the many police departments that assisted this department.

Following is a summary of cases investigated, arrests made etc., during 1983.

Investigations		
Arson		1
Assault		5
Attempted Suicide		1
Bomb Threat		1
Burglary		11
Criminal Mischief		2
Criminal Threat		1
Domestic Disturbance		1
Escape from House of Correction		5
Failure to Disclose Lein		1
Forgery		4
Fradulent Handling of Recordable Writing		2
Fugitive from Justice		1
Harrassment		1
Homicide		1
Indecent Exposure		1
Issuing Bad Check		8
Manufacturing of Controlled Drug		1
Sexual Assault		11
Shop Lifting		1
Suspicious Persons		1
Theft		8
Theft by Deception		3
Theft by Misapplication		1
Vandalism		1
Untimely		
Drowning	1	
Exposure	1	
Fire	1	
Natural Causes	10	
Suicide	6	
		19
Patients to New Hampshire Hospital		40
Prisoners Transported for other departments		331
Prisoners Transported for own department		309
Welfare Workers Transported		156

Arrests

Assault		1
Burglary		3
Capias		
Failure to Appear	44	
For other Counties	4	
Sexual Assault	1	
Violation of Court Order	60	
Violation of Probation	11	
		120
Contempt		2
Criminal Mischief		1
Disobeying Police Officer		1
Desertion (Army)		1
Escape		8
Forgery		8
Habitual Offender		1
Mittimus (DWI)		1
Non-support		2
Receiving Stolen Property		1
Selling Firearms		1
Tampering with Witness		1
Theft		1
Welfare Fraud		1

Respectfully submitted,

Kenneth N. Lysitt, Sheriff

PUBLIC WELFARE

1983	Direct Relief	Soldiers' Aid	Total
Alstead	\$ 420.30	\$ -0-	\$ 420.30
Chesterfield	666.30	75.00	741.30
Dublin	65.00	-0-	65.00
Fitzwilliam	1,251.95	-0-	1,251.95
Gilsum	321.63	-0-	321.63
Harrisville	40.00	-0-	40.00
Hinsdale	2,893.84	256.84	3,150.68
Jaffrey	1,252.03	-0-	1,252.03
Keene	41,836.74	1,654.51	43,491.25
Marlborough	1,994.19	-0-	1,994.19
Marlow	701.13	485.42	1,186.55
Nelson	89.00	-0-	89.00
Richmond	-0-	-0-	-0-
Rindge	356.88	-0-	356.88
Roxbury	-0-	-0-	-0-
Stoddard	655.54	-0-	655.54
Sullivan	369.00	-0-	369.00
Surry	504.19	161.50	665.50
Swanzy	2,536.56	119.20	2,655.76
Troy	882.07	154.00	1,036.07
Walpole	3,662.63	-0-	3,662.63
Westmoreland	67.00	-0-	67.00
Winchester	4,656.29	1,037.41	5,693.70
Other	215.90	22.15	238.05
TOTALS	\$ 65,438.17	\$ 3,966.03	\$ 69,404.20

RELIEF TO COUNTY CHARGES

1983	Direct Relief	Dependent Soldiers	Board & Care of Children
January	\$ 5,225.91	\$ 739.31	\$ 5,880.50
February	6,337.70	267.15	5,065.64
March	5,503.91	186.00	4,706.93
April	5,166.73	142.00	6,732.25
May	6,731.04	144.00	6,416.88
June	7,665.76	641.37	2,985.92
July	4,836.11	283.00	10,300.92
August	5,771.74	402.00	9,546.91
September	4,496.48	397.34	20,070.38
October	3,534.19	125.00	7,273.22
November	6,917.18	345.33	* 15,862.09
December	3,251.42	293.53	17,434.91
TOTALS	\$ 65,438.17	\$ 3,966.03	\$112,276.55

* Of which \$8,386.42 was paid out of Hemenway Fund.

To Stillman D. Rogers, Clerk

By Credits:

Drawn on County Treasurer:

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THE STATE OF NEW HAMPSHIRE
CHESHIRE, SS SUPERIOR COURT
April Term 1983
To Stillman D. Rogers, Clerk

	CR	DR
To Allowance for Clerk and Clerical Hire		\$36,878.92
Charges to County		
Return of 134 divorces		87.10
Mittimi		135.00
Capii		405.00
Entry fee, State cases		540.00
Entry fee and order of notice, reciprocals		275.00
Entry fee and order of notice, pro bono actions		66.50

By Credits:	
Fines	10,850.38
Bail forfeiture	50.00
300 Entries @ 22.00	6,600.00
76 Civil	
224 Equity	
30 Appeals @ 7.00	210.00
Items chargeable to County	1,508.60
Other fees for benefit of County	547.00
Miscellaneous credits	---

Drawn on County Treasurer:			
April 30, 1983	6,078.24		
May 31, 1983	2,314.22		
June 30, 1983	939.27		
July 31, 1983	5,207.06		
August 31, 1983	4,082.75		
		18,621.54	
		\$38,387.52	\$38,387.52

The foregoing account is examined and allowed and there is found to be no balance due the Clerk from the County, and no balance due the County from the Clerk through August 31, 1983.

October 11, 1983	Vincent P. Dunn Presiding Justice
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To Stillman D. Rogers, Clerk

Due County of Cheshire	40,724.43
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Miscellaneous credits	6.40
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\$79,131.31 \$79,131.31

The foregoing account is examined and allowed and there is found to be no balance due the Clerk from the County, and no balance due the County from the Clerk through December 31, 1983.

Presiding Justice

CHESHIRE COUNTY
MAPLEWOOD NURSING HOME
FARM - JAIL

TO: Cheshire County Board of Commissioners
DATE: February 15, 1984

I am privileged to submit herein the annual report of the Cheshire County Maplewood Nursing Home, County Correctional Facility and County Farm, for the period of January 1, 1983 through December 31, 1983.

Once again, the following review is only a brief synopsis covering a few items of special significance. The annual survey conducted by the State Department of Health resulted in an excellent overall rating, with no deficiencies noted. The level of care and services provided to the residents of the nursing home is second to none. This achievement is a result of the team effort by each and every employee at the facility. Without this dedication and constant strive toward excellence, such an accomplishment could not be attained.

Various departments within the Nursing Home have sponsored a number of individuals in cooperation with the State Division of Vocational Rehabilitation to gain both a learning and work experience. Also, several students from area colleges have completed internships in meeting care requirements within their respective curriculums.

During the year there were 50 admissions to the nursing home. There were 46 residents discharged to acute care institutions, of which 38 were readmitted. There were 8 residents discharged to their home and 3 discharged to another nursing home.

As continued from the previous year, the services of Goldberg, Zoino and Associates, geotechnical-geohydrological consultants, were engaged. This was a result of extensive slope failure, which had occurred in a section east of the parking area at the Nursing Home. This past Spring continued to show evidence of slope failure, resulting in shallow slides and toppling failures. Several tests and in depth monitoring took place during the first few months of the year in an effort to obtain information so that remedial measures could be taken to prevent future problems. Subsequently, a subsurface interceptor drain was installed which was approximately 500 feet in length and was completed in October, 1983. This drainage network should mitigate the effects of seasonal rises in groundwater which appeared to be the primary source of the problem.

Preliminary studies have been completed for the installation of a computerized energy management system for the Nursing Home, as well as a cost effective telecommunication system for the whole complex. These systems will be proposed in the 1984 year.

The farm continues to play a vital role in providing the Nursing Home and Correctional Facility with food, as well as serving as a rehabilitative program for the inmates at the House of Correction. Milk production has continued to rise, but revenues may be offset due to the enactment of 'The Dairy and Tobacco Adjustment Act of 1983.' In essence, this legislation has reduced government price support levels to remedy the short-term milk surplus problem.

The Correctional Facility has seen a less busy year with a yearly average of approximately thirty-five (35) inmates being held on any given day. Even though less than the previous year, the facility has been over capacity again for several months of the year. We continue to house the majority of our females at the Grafton County Facility.

Through a grant from the National Institute of Corrections, a needs assessment was conducted at the Correctional Facility to explore and assess the needs for possible expansion. This study substantiated the need for expansion based on an analysis of various statistics, both immediate and for the future. Continued studies and proposals will be analyzed in the coming year.

It is quite evident that the employees of these facilities have done a quality job in the performance of their duties in completing a most successful year. Once again, I have indeed been fortunate in having the support and cooperation of a very conscientious and dedicated staff. My sincere thanks to everyone who has assisted and offered their support during the year.

Respectfully submitted,

Richard A. Wilson
Administrator/Superintendent

FOOD INVENTORY - JANUARY 1, 1984

FREEZER		\$ 14,878.20
STOREROOM & COOLER		10,844.55
ROOT CELLAR		1,900.00
	TOTAL	\$ 27,622.75

PRODUCE USED FROM THE FARM

BEEF: 14,521 lbs. (dressed wgt.)	\$1.30	\$ 18,877.30
PORK: 9,789 lbs. (dressed wgt.)	\$1.20	11,746.80
PRODUCE FROM FARM:		
Asparagus, 310 lbs.	.90	279.00
Beans, String, 60 Bu.	8.00	480.00
Beets, 1 crate	12.00	12.00
Beets, 12 crates	8.00	96.00
Beets, 20 crates	6.00	120.00
Beets, 6 crates	5.00	30.00
Beet Greens, 9 crates	8.00	72.00
Beet Greens, 12 crates	7.50	90.00
Broccoli, 26½ + 2/3 crates	8.50	230.95
Broccoli, 4 crates	6.40	25.60
Brussels Sprouts, 4 crates	8.50	34.00
Cabbage, 377 Heads	.60	226.20
Cabbage, Chinese, 3 crates	7.00	21.00
Carrots, 39 crates	9.00	351.00
Carrots, 1 crate	6.00	6.00
Cauliflower, 9½ crates	8.00	76.00
Cauliflower, 590 heads	.50	295.00
Corn, 2 crates	6.00	12.00
Corn, 8 crates	4.50	36.00
Corn, 775 Doz.	1.00	775.00
Corn, 80 Doz.	1.30	104.00
Cucumbers, 2½ crates	12.00	30.00
Cucumbers, 4½ crates	9.00	38.25
Cucumbers, 4-3/4 crates	8.00	38.00
Cucumbers, 3/4 crate	8.50	6.38
Cucumbers, 6 crates	7.00	42.00
Eggplant, 1 crate	8.00	8.00
Lettuce, 12½ crates	7.00	87.50
Lettuce, 11 crates	6.00	66.00
Lettuce, 2½ crates	5.50	13.75
Lettuce, 1 crate	5.00	5.00
Muskmelons, 1494	.50	747.00
Onions, 36 crates	6.00	216.00
Onions, 17 crates	5.00	85.00
Parsnips, 30½ crates	6.00	183.00
Peas, 9 Bushel	15.00	135.00
Peas, 40 lbs.	.10	4.00
Peas, 7 Bushel	6.00	42.00
Peppers, 5 crates	10.00	50.00
Peppers, 1 crate	9.00	9.00
Peppers, 5 crates	8.00	40.00
Peppers, 3 crates	7.00	21.00
Potatoes, 626 Bushel	4.00	2,504.00
Pumpkins, 145 lbs.	.12	17.40
Pumpkins, 38 lbs.	.10	3.80
Radishes, 17-3/4 crates	6.00	106.50
Raspberries, 52 Qts.	3.00	156.00
Rhubarb, 220 lbs.	.33	72.60
Rhubarb, 510 lbs.	.30	153.00

Spinach, 85 crates	6.00	510.00
Squash, Summer & Zucchini, 5 crates	12.00	60.00
Squash, Summer & Zucchini, 15½crates	9.00	139.50
Squash, " " , 33-2/3crates	8.00	269.36
Squash, Zucchini, 19-2/3 crates	7.00	137.69
Squash, Summer & Zucchini, 10½ cr.	6.00	63.00
Squash, Blue Hubbard, 777 lbs.	.05	38.85
Squash, Winter, 1802 lbs.	.15	270.30
Squash, Winter, 1390 lbs.	.10	139.00
Squash, Winter, 150 lbs.	.12	18.00
Squash, Winter, 100 lbs.	.08	8.00
Squash, Winter, 120 lbs.	.07	8.40
Strawberries, 33 qts.	1.75	57.75
Swiss Chard, 56 crates	5.00	280.00
Tomatoes, 19½ + 2/3 crates	6.00	121.00
Tomatoes, 135 crates	5.00	675.00
Watermelon, 55	.75	41.25
Watermelon, 97	.50	48.50
	TOTAL	<u>\$41,761.63</u>

STOCK ON THE FARM - JANUARY 1, 1984

COWS:

- 67 Registered Holstein Cows and Heifers (2 years and over)
- 30 Registered Holstein Heifers (1 year and over)
- 9 Registered Holstein Heifers (6 months and over)
- 15 Registered Holstein Heifers (Under 6 months)

HOGS:

- 22 Bred Sows
- 1 Boar
- 16 Feeders

HOUSE OF CORRECTION AND JAIL FIGURES

1983

	Burglary	Drugs	Theft	Assault	Protective Custody	D.W.I.	Non-support	Forgery	M/V violations	Felonious sexual assault	Violation of probation	Misc.	Average Age	High Day		MAN DAYS						Total Man Average
																H of C	Daily Average	JAIL	Daily Average	Week ender	Daily Average	
January	10	2	9	6	3	20	0	3	6	4	4	36	23	37		948	30.6	364	11.7	27	1.8	44.1
February	9	3	6	7	3	13	0	3	6	4	5	28	23	44		828	29.6	278	9.9	37	2.5	42.0
March	10	2	6	5	5	17	0	3	9	3	8	27	26	43		874	28.2	333	10.7	17	2.1	41.0
April	6	4	6	4	8	18	0	3	6	1	6	33	24	41		588	19.6	319	10.6	58	5.8	36.0
May	7	4	5	11	6	15	0	3	11	1	6	30	24	34		568	18.3	257	8.3	72	6.6	33.2
June	4	3	1	9	2	11	0	3	12	4	6	32	25	35		531	17.7	359	12.0	45	4.5	34.2
July	10	7	3	11	8	19	0	3	6	2	7	46	23	38		480	15.5	455	14.7	54	4.9	35.1
August	8	6	5	12	8	17	0	3	5	3	8	28	24	35		367	11.8	481	15.5	34	4.3	31.6
September	9	3	3	12	6	16	1	4	9	1	5	36	24	35		519	17.3	405	14.0	34	4.3	35.6
October	10	1	3	10	5	14	0	3	4	1	6	23	24	34		542	17.5	258	8.3	67	5.6	31.4
November	8	1	4	3	2	14	0	3	2	0	6	25	25	24		434	14.5	213	7.1	43	5.4	27.0
December	7	1	2	9	6	17	0	5	1	1	4	26	24	28		536	17.3	142	4.6	35	3.9	25.8
Totals	98	37	53	99	151	197	1	39	77	25	71	370				7215	237.90	3864	127.40	523	51.70	417.00
Yearly Average															601.2	19.8	322.0	10.6	43.6	4.3	34.7	
Average Daily Population 34.7															Average length of stay 12.6 days							
Average Age 24.1																						

SOUTH WEST NEW HAMPSHIRE
FIRE MUTUAL AID

As Chief Coordinator of the Southwestern N.H. District Fire Mutual Aid System I herewith submit my report for the Year ending December 31, 1983.

SWNHFMA Activity Statistics show an overall increase of 6.9% in total requests for emergency requests and/or "complaints". Fires reported to FMA for dispatch of apparatus totaled 7,572 for a daily average of 21, an 8.7% increase. Police "complaints" or requests to dispatch an officer 9,003 for a daily average of 25 calls, an increase of 11%. Motor Vehicle accidents were the only decrease at 506 compared to 824 in 1982.

Total incoming telephone calls and radio transmissions were consistent with the increase in demands on our services. Incoming telephone calls totaled 69,424, a daily average of 190, an increase of 10%. It should be noted here that outgoing calls are not counted and many times an incoming call can generate, at a minimum, one outgoing call. Radio transmissions totaled 623,931, a daily average of 1,709, an increase of 8%.

Further breakdown of calls:

Brush Fire	300	Oil Burner Fire	20
Dump Fire	33	Structure Fire	182
Vehicle Fire	214	Flooding	2
Chimney Fire	639	Plane Crashes	4
Partition Fire	38	Smoke Invest.	301
False Alarms	6	Smoke Detectors	12
Propane Gas Odor	36	Gas Wash	86
Electrical Fire	138	Auto Fire Alarms	305
Appliance Fire	136	Sprinkler Alarms	29
Box Alarm Fire	423	Bomb Threats	7

Mutual Aid was dispatched automatically by our Dispatchers or requested from the scene at 593 fires. We handled 2,932 Ambulance calls and 1,107 calls received a Rescue response of "First responder crew".

Upon receipt of a call from the Vernon Nuclear Plant of a problem, FMA alerts, by radio tone, the adjoining towns. The most minor alert is called "an unusual event"; the second is simply referred to as "alert". Rising in seriousness, the third alert is referred to as "a site area emergency". The last or fourth alert is called "general emergency", in which all towns downwind of the plant would be evacuated. SWFMA alerted or sent out a tone for an "unusual event" seven times in 1983. Fortunately, all were of a minor nature.

N.H. Civil Defense installed a new two-way radio network to improve communications within the area of the Nuclear Plant. A repeater was installed at our main radio site on Hyland Hill and control will be at our Dispatch. We have experienced considerable interference problems at our site because our antennas were clustered together at 80' level. When C.D. asked for antenna space it seemed a good time to increase the height of the Tower. D.D. offered to supply 70' of tower plus hardware. It was necessary to drill in the

ledge new guy anchor holes and set a telephone pole. Carl Thomas Co. was contacted and did the drilling and pole setting. A bill in the amount of \$575.00 receipted paid was received. We are grateful for this donation of services. Prescott Tower of Rutland raised the Tower to 150'. In the spring of 1984, antennas will be arranged vertically and eliminate a great deal of "Intermod" interference.

Under a Statewide "Emergency Medical Services" Communications plan using Federal and Hospital funds, a new Ambulance Base Station was installed at the Hyland Hill Site, with control points at our Dispatch and Cheshire Hospital Emergency Room. In the past SWFMA have contacted the Ambulance using a Base Station owned and maintained by R.J. DiLuzio Ambulance Service. All Ambulance services in the area used this Base and certainly owe a large debt of gratitude to Bob DiLuzio for many years of providing this Base Station. The new Base also contains the so-called "Hear Frequency" plus two others. The Hear is common to most Hospitals in the Country, and the additional two could be used in the event of a major disaster. It also contains a "Phone Patch" which gives the Dispatcher the ability to connect, via telephone, the ambulance radio to a person on a phone. This can be of great value in a case where the ambulance attendant needs to talk to the patient's doctor who can be reached by telephone, or a distant Hospital for information or records.

The above radios were installed by our technician, Leonard Goodnow. He also made the necessary additions to our Console at Dispatch. He also did a great job in maintaining and repairing all the Fire, Police, and Ambulance radios in this large system which he maintains. A large thank you to him for superior service to the region.

I also wish to thank our Dispatchers for a great job all year. They handle a terrific amount of traffic every year. They are on the job 24 hours a day all 365 days of the year. As you know, we never close. I also appreciate the cooperation from our Board of Directors, Fire, Police and Emergency Service Members, the County Commissioners, and Office Staff.

Respectfully submitted,

Robert C. Callahan
Chief Coordinator

CHESHIRE COUNTY COOPERATIVE EXTENSION SERVICE
800 Park Avenue, Post Office Box 798
Keene, New Hampshire 03431
352-4550

The New Hampshire Cooperative Extension Service is organized as a division of the University of New Hampshire in cooperation with the U.S. Department of Agriculture, the State of N.H. and County Government.

A unique partnership is established between Federal, State and County governments to provide sound, research-based information and assistance to the people through Extension professionals located in each County in the State.

The Extension Service has the responsibility for conducting all educational work in the fields of agriculture and home economics and subjects related thereto as authorized by the Smith-Lever Act as amended and other acts supporting Cooperative Extension work.

Through the Cheshire County Office, informal educational programs are offered to help people help themselves and assist them in making informed decisions about their own resources and lifestyles. Such programs are offered in environmental quality, personal and family living, management and use of our natural resources, wise spending of the consumer dollar, production, processing, marketing and distribution of agricultural products, nutrition education and youth development through 4-H.

Assistance is provided by the professional Extension agents located at the County Extension office in Keene, with the resources of the University of New Hampshire providing a broad base of back-up support, through specialist and research efforts for all programs.

Cheshire County Cooperative Extension is guided by county people in establishing program priorities. Advisory Councils made up of county residents work in each major program area in order to assure that programs meet the needs of county residents.

Extension presents information to the public through educational workshops and courses, radio shows, newspaper articles, 4-H Clubs, Home Economics Groups, personal visits to farmers and woodland owners, field tours, newsletters and bulletins.

This report gives a very brief overview of the Cooperative Extension Service programs in Cheshire County. These educational programs are available to all citizens. Thousands of requests are received and serviced annually for assistance and information through phone calls, written requests and office visits.

Because no report of this length can cover all facets of our program, our staff and members of the Extension Service Advisory Council are all available to provide further information as to who we are and what we can do for you.

Please call or visit us.

1983

MEMBERS OF THE CHESHIRE COUNTY EXTENSION SERVICE COUNCIL

Agriculture:

William Barrett, Swanzey - Treasurer
Bruce Smith, Westmoreland
Ernest Vost, Walpole

Home Economics:

Alice Ball, Keene
Susan Holbrook, Marlborough

4-H Youth Development:

Wesley Cobb, Keene - Chairman
Roger Hill, Keene - Vice Chairman
Fred White, Roxbury - Vice Chairman

Forestry:

Wayne Young, Swanzey
David Parody, Keene
Tad Lacey, Keene - Secretary

County Delegation:

Jeffrey Miller, Walpole

COUNTY EXTENSION AGENTS

Peter Kaseoru, Agriculture
Linda Elliott, Home Economist
Caroll Lothrop, 4-H
Lauren Bressett, 4-H (part-time)
Marshall Patmos, Forester, County Coordinator
Steve Wood, Assistant Forester (part-time)

Secretarial Staff - Diane Blais
Catherine M. Clukay

4-H YOUTH DEVELOPMENT

Caroll L. Lothrop
County Extension Agent, 4-H

Lauren L. Bressett
County Extension Agent, 4-H (part-time)

Four-H is the youth education program of the Cooperative Extension Service. Participants are between the ages of 8 and 19 and reside in nearly every town in Cheshire County and in every ward in Keene. In 1983 there were 35 4-H clubs with 533 members and 193 adult leaders. Youth may participate in 4-H through methods other than clubs: special interest groups, short term projects, 4-H camping, school enrichment programs or as individual members.

The mission of 4-H is to assist youth in acquiring knowledge, developing life skills, and forming attitudes that will enable them to become self-directing, productive and contributing members of society. Through educational 4-H projects, youth acquire skills and knowledge in areas of agriculture, home economics, science and technology; acquire a positive self-concept; learn to respect and to get along with people; learn and practice leadership skills and fulfill leadership roles; develop and practice responsible skills related to the environment; learn and use accepted practices for mental, physical, emotional and social health; explore and evaluate career and job opportunities; establish positive attitudes toward productive use of leisure; and participate in community affairs.

Volunteer adult leaders are the key to the success of the 4-H program, and they receive training for their responsibilities. Leaders influence the 4-H program by assessing the needs of their communities and their members and by helping the 4-H Agents adapt the 4-H program to meet these needs. Many leaders have a major responsibility, for example, operating the food concession at the Cheshire Fair, or serving on the County 4-H governing boards.

There is a concerted effort to work with other agencies and organizations to avoid duplication of efforts and expenditure of funds. This past year 1841 youth who are not 4-H club members were reached through programs such as: Cow and Calf to School, Embryology School Project, International 4-H Youth Exchange speakers, and Bicycle Safety.

Highlights of 1983

- Every 4-H club had at least one program that gave assistance to the community or to people in the community. Many had more than one.
- Members and leaders worked to support the program financially, raising over \$5000 to pay for ribbons, awards, and educational trips and programs.
- Six leaders attended the Northeast Regional 4-H Leader Forum held in Mystic, Connecticut:

Wesley and Ruth Cobb of Keene
Bob and Jean Williams of Marlborough
John and Linda Denis of Surry

- Cheshire County hosted the State 4-H Handicapped Puppets in December and presented performances to 19 school and community groups exposing people to effective ways of relating to handicapped people.

- Representatives to National 4-H Programs

National Conference for Leadership and Personal Development - Peter Woodward of Marlborough

Citizenship-Washington Focus - Crystal and Heidi Sawyer of Walpole, and James Phillips of Surry

National 4-H Horse Leader Forum in Washington DC - Hazel Young of Swanzey, Judy Goodell of Swanzey, and Diana Fiore of Surry.

HOME ECONOMICS

Linda M. Elliott
County Extension Agent, Home Economics

The Home Economics program of the Cheshire County Cooperative Extension Service helps people of all ages and income levels to learn new skills and apply new knowledge toward better living. The program assists people in the areas of food and nutrition, clothing and textiles, housing and home furnishings, human development, and family resource management. Each year the educational program focus is determined through the use of advisory committees and surveys, which identify problems and concerns in Cheshire County.

The Home Economics program experienced a change in personnel this past year, creating a four month vacancy in the position. In October, Linda M. Elliott was hired to replace Wendy Legg Pollock.

The Extension Home Economist conveys information in a variety of ways. There are over 700 individual contacts per year from people seeking general information and solutions to specific problems. A monthly newsletter, The Extension Line, reaches approximately 1500 Cheshire County families with timely information in all areas of Home Economics. The Cradle Crier, a newsletter for parents of firstborns, is also available for distribution. Currently 41 new mothers are taking advantage of the newsletter, which covers growth and development during their baby's first year of life. Efforts continue, in cooperation with other health agencies, to reach all new parents with this valuable information.

Seven hundred Cheshire County families benefited from a variety of public workshops, demonstrations, and informational meetings on home management, wardrobe planning, energy efficient window treatments, home energy audits, food issues for individuals and couples, nutrition, decorative and practical storage, and clothing construction. In addition, six organizations have thus far scheduled programs to be presented to their groups.

The Extension Home Economics program also works in cooperation with the 16 Extension Homemaker groups located throughout Cheshire County. The Homemaker groups meet monthly to work on community projects and present educational programs sponsored by the Extension Home Economist. This fall, approximately 100 volunteers were trained in topics on home management, wardrobe planning, energy efficient window treatments, food issues for individuals and couples, decorative and practical storage, and clothing construction. Each leader, in turn, plans to train another 10 people back in their community, reaching an additional 1000 families. This close relationship between volunteers and professionals help make it possible for current research and information to reach the general public.

The "Working Woman" project was also implemented this year. Area employees were encouraged to participate in this program which provides information slips to employees twice per month for one year. These slips cover a wide range of topics and provide valuable information to the working woman. Two hundred seventy-five information slip packets were purchased by employees in Cheshire County.

Extension Home Economics programs are open to all interested persons and regardless of race, color, national origin, religion, sex, age, or handicap. To reach as many people as possible, sessions are scheduled, free of charge, in the day time and again in the evening in communities throughout Cheshire County.

AGRICULTURE

Peter Kaseoru
County Extension Agent, Agriculture

It is the main purpose of the Agricultural Program area of the Cheshire County Cooperative Extension Service to assist those people involved in agricultural production, both on a large and small scale, commercially and non-commercially. An attempt also is made to educate the non-agricultural community as to the importance and nature of modern day food and fiber production.

The primary commercial agricultural industry presently in Cheshire County is dairying, and the economic outlook is not good for the next few years for this industry. Local farmers are largely the victims of circumstances beyond their control, such as grain and milk prices, but must learn to adapt to the situation in order to survive. Extension has been active in helping dairymen to try to control feed costs, maximize economic production per cow, and in general to try to run their operations in as efficient a means as possible. While most assistance provided to dairy farmers is through individual contacts, there have been three county meetings aimed at helping deal with changing conditions, and also there has been county Extension support for three statewide conferences. Assistance has been provided to the county Dairy Herd Improvement Association, the county ASCS in their administration of the Milk Diversion Program, and two crop demonstrations were attempted this year, as part of a long range study to produce feed more efficiently on dairy farms.

The effort aimed at other commercial farmers has been more individualized than towards dairying, due to the lack of a critical mass of farmers in other areas. Fruit and vegetable production continues to enjoy slow growth, and to encourage this, University Specialists have been brought to the county to assist these oftentimes new operations to start off on a sound basis. Livestock production continues to be popular, and in the absence of support from the University the past two years, the effort to assist these farmers has been one of assistance with crop production. The hiring of a Livestock Specialist at the University this year should make assistance to this group more available and more meaningful.

All commercial farmers seeking advice in business management have been helped as much as possible, tax assistance is available for farm tax problems and the county office has cooperated in ELFAC, a New England-wide Electronic Farm Accounting program available to interested farmers. This year the Extension Service also cooperated with the Farmers Home Administration in their introduction of a new Coordinated Financial Statement, and helped promote it to people who wouldn't ordinarily deal with Farmers Home, and so wouldn't otherwise have come in contact with this system.

The effort to assist the non-commercial agricultural public also has taken up a large portion of the Agricultural Program and is made up of two phases. Radio, newsletters, and meetings are used to gain exposure to larger numbers of people than would otherwise be possible, but personal attention was also given to over 1,000 individual requests and problems last year. A booth at the Home Show, made possible through the generosity of the Cheshire County Savings Bank, introduced us to many new people and also generated a great deal of interest and requests for the many publications available at our office.

The Agricultural Program makes an effort to reach the non-farm community, because it is becoming more and more apparent that as farmers make up a smaller and smaller segment of society, their fate is increasingly in the hands of the non-farm public. These people need to be educated as to the how's and why's of modern agriculture to intelligently deal with farm issues. Cow-to-School is one attempt, in cooperation with the 4-H Program Area, where a cow and calf are brought to area schools to teach children about the dairy industry. Cooperation with the Conservation District and local planning agencies has resulted in better public awareness of the importance of farm land in the community, and the need to help agriculture survive the pressures put upon it in a developing area. Talks have also been given to interested groups on the nature and value of agriculture locally, and an effort has been made to help the Cheshire Fair keep agriculture as an important segment of the total Fair.

Farms where people make a living from farming are becoming fewer and fewer every year. Total farm numbers are increasing however, meaning more and more people are farming who don't fit the traditional model of a farmer. Cheshire County is growing and this means new, frequently urban people, who know little or nothing about agriculture need to be educated as to what it's all about. The Agricultural Program

of the Cheshire County Cooperative Extension Service attempts to serve all these groups in an effort to keep agriculture alive in Cheshire County, and also to help people hold onto those qualities which make Cheshire County a desirable place to live in.

FORESTRY

Marshall Patmos
County Extension Forester

Steve Wood
Assistant County Extension Forester (part-time)

The Extension Forestry Program provides technical assistance and information and educational services in the field of forestry to the private woodland owners, primary processors, organizations and communities of Cheshire County. The delivery of assistance is through individual field visits, group meetings and demonstration, newsletters, bulletins, news articles and radio, with the backbone of the program being the one-on-one contact with the individuals requesting assistance.

Continued interest in multiple-use forest management including timber sales, intermediate forest practices, fuelwood and wildlife, comprise the bulk of the assistance provided by the program. The financial and economic aspects of owning and managing woodland continue to be major concerns as evidenced by the numbers of requests and assists provided in the area. Insects and disease, urban forestry and general forest conservation concerns round out the types of activity the foresters are involved in. While some assists can be handled by phone or mail, many require a field visit and examination.

Working relationships with other groups and agencies such as the Conservation District, Soil Conservation Service, Agricultural Stabilization and Conservation Service, N.H. Timberland Owners Association, Society for the Protection of N.H. Forests, the N.H. Tree Farm program, forest industry, and private forestry consultants are important in helping to promote the sound management of the forest resource.

The sound management and utilization of the 383,000 acres of forest land in the County continues to be the major objective of the Cheshire County Forestry Program.

In 1983, the Cheshire County Extension Forestry program provided 970 woodland management assists involving 16,484 acres. These included 176 insect and disease and 150 tax and financial assists. Information and education activities included 60 radio, newspaper and group presentations.

CHESHIRE COUNTY CONSERVATION DISTRICT

BOARD OF SUPERVISORS

Jay Jacobs, Chairman
Virginia Turner, Sec.

Harry Kenney, V. Chairman
Russell Calkins, Treas.

Prof. Thomas Havill

Thayer Fellows Assoc.

Sandra Swift, Dist. Mgr.

October 4, 1983

Cheshire County Commissioners
County Court House
Keene, New Hampshire

Gentlemen:

The Cheshire County Conservation District Board of Supervisors can again report a successful year, in both assistance with conservation measures and working with local units of government.

We have to date been able to stay within our budget. Projecting a budget for 1984 revealed, however, that in order to maintain our present level of service we will need to increase our request from the county by 5% (\$300). This increase to \$6500 is due in part to the fact that we will have income from only one town, Winchester, for preparing soils reports and maps. Also, the future of the home building business is still uncertain so our income from soils overlays and soil cards is difficult to estimate.

The soil survey in Cheshire County is over 85% complete. This year soils reports and maps were prepared for Fitzwilliam (presented in March) and Westmoreland (to be presented this fall). During the current mapping season, Winchester will be completed.

The District, with the assistance of the Soil Conservation Service, is always trying new ways of making soils information easier to use. In our work with planning boards, boards of adjustment and conservation commissions, the education of members about soils and their capabilities is a never ending project. One tool we have used frequently during the past year is the site evaluation. Upon request from a town board or developer, a property is evaluated in terms of the way it is proposed to be used. Limitations of the area for any given use are pointed out so that they can be overcome or the use changed. Twenty-four site evaluations have been prepared so far this year.

Twenty-seven units of government received assistance from the District this year. These units range from planning boards, conservation commissions, and boards of adjustment to state and federal agencies. Forty farmers and 109 individuals received assistance with projects such as manure storage facilities, tile drainage, conservation plantings, land clearing, woodland access roads and field ditches. Soils overlays and maps for subdivisions and soil cards for septic system designs were prepared for 130 individuals.

You are invited! On Saturday, October 8th the District is giving a conservation tour. We will tour by bus to a woodland access road in Andorra Forest (Stoddard) where we will see how water bars, culverts and vegetative plantings control erosion. Then we will stop at property in the village of Nelson which has had timberstand improvement work done on it. Finally, we will visit Wellscroft Farm to see Mr. and Mrs. Kennard's sheep farm. They have constructed a pond, a manure storage facility and barnyard drainage. This is a good chance to see examples of conservation work we are involved in here in the county. For more details on the tour call our office or refer to our newsletter.

The District hopes this brief report helps you understand the services we offer to landowners and land users in Cheshire County. The numbers of people assisted mentioned earlier refer only to those who receive technical assistance from our office. We have no record of the number of people who call for assistance and are referred to other agencies. We hope the delegation will agree that our service to the people of Cheshire County is valuable and will again grant us operating funds.

Sincerely,

Sandra W. Swift
District Manager

PROPOSED BUDGET FOR 1984

Estimated Expenses of the District		Proposed Allocation of the County Funds
<u>Description and Amount</u>		<u>Amount</u>
.02 Payroll Expenses	\$7,875.00	\$6,030.00
.10 Social Security	551.25	422.00
.14 Workers Compensation	60.00	48.00
.20 Travel and Meals	250.00	---
.26 Dues	585.00	---
.29 Equipment Contract	65.00	---
.35 Photo copy expenses	60.00	---
.36 Office Supplies	150.00	---
.38 Postage	250.00	---
.39 Printing and Binding	35.00	---
.40 Conservation Camp	150.00	---
.41 Soil Stewardship Week	50.00	---
.42 Conservation Booklets	200.00	---
.43 Annual Report	100.00	---
.44 Annual Meeting	200.00	---
.46 Contingency Fund	500.00	---
.47 Fair Display	60.00	---
.82 Equipment Repair	100.00	---
.94 Bonding Insurance	54.00	---
	<u>\$11,295.00</u>	<u>\$6,500.00</u>
<u>Estimated Income</u>		
Fees for Services	1,000.00	
Reports and Maps	1,015.00	
Interest	80.00	
Miscellaneous	200.00	
State Funds	---	
County Funds	6,500.00	
Encumbered Funds	2,500.00	
	<u>\$11,295.00</u>	

MINUTES

Executive Committee Meeting January 13, 1983 Commissioners Office

The meeting was called to order at 7:05 P.M. by Chairman Scranton. Present were Reps. Scranton, Mattson, Gordon, Galloway, Lane, Miller, Perry, Riley and Moore; Mr. Whalen Dunn, Cheshire County Treasurer; Commissioners Adams, Cheney and Lynch; County Coordinator Drouin.

The first item of business considered dealt with 1983 Budget Tax Anticipation Authorization. A motion by Rep. Mattson, seconded by Rep. Galloway to authorize the Commissioners to borrow three million dollars in anticipation of tax receipts was adopted on a 7-0 roll call vote. In answer to questions from the group, Mr. Dunn commented briefly on prospects of income from invested county funds. He pointed out the possibilities that "short rates" may not be as favorable as in recent years.

Agenda item #2 relative to the loan by the county to the Radio Communications Project was considered. Commissioner Lynch reviewed the project including the reasoning behind advancement of money from budgeted funds and terms of return of funds. He emphasized that the program conducted is successful and is saving considerable money for the towns and other users. However, money is not being returned to the county in amounts anticipated as yet. It was pointed out again that the program is successful and is benefitting many groups and that possibly thought should be given to building a reserve fund to care for expenses that may arise as program continues. It was pointed out by Rep. Mattson upon questioning by Commr. Cheney that we might consider not pressing for reimbursement at this time. Rep. Moore moved, seconded by Rep. Riley, that the delegation consider this and possibly suggest that surplus funds be placed in reserve account as mentioned earlier. Voted affirmatively. Members present expressed a desire to have Directors' of the SWNH Fire Mutual Aid meet with the Executive Comm. during budget deliberations. Chairman Scranton agreed to arrange such a meeting.

Under agenda item #3 it was decided to meet on Friday, February 4, 7:p.m. for 1983 Budget Overview. Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Irvin H. Gordon, Clerk

REPORT OF BUDGET EXPLANATION
BY COUNTY COMMISSIONERS TO
MEMBERS OF EXECUTIVE COMMITTEE

Court House
February 4, 1983

The executive committee met in a rather informal briefing session on the above date. Present were Reps. Scranton, Davis, Perry, Ramsay, Riley, Miller, Gordon, Hickey, Moore, Lane, Matson; Commissioners Adams, Cheney, Lynch; Coordinator Drouin.

Commissioner Lynch expressed his pleasure with progress made to date with the budget and paid tribute to the excellent help and cooperation given by department heads. He stated that most of the work had been done before December 1 and that it was built on the basis of the experience of the first nine months of 1982. Other commissioners supported his statements.

The Commissioners distributed copies of the wage scale that has been developed and prepared after several months work. It is hoped that it can be implemented this year and will correct many of the existing problems. Delegation members discussed work schedule for finalizing the proposals to be included in the final draft of the budget to be presented for adoption by the delegation in March. A tentative starting date for work was set for February 11 with sessions to be held at the Court House.

Respectfully submitted,

Irvin H. Gordon, Clerk

Report of Cheshire County Executive Committee work on
1983 Budget.

February 11, 1983

The Committee met at the Court House on the above date to hear department requests for the ensuing year. Present were Reps. Scranton, Galloway, Miller, Perry, Gordon, Moore, Hickey, Ramsey, Matson, Davis, Lane; Commissioners Adams, Cheney, Lynch; Coordinator Drouin.

During the day the following departments presented requests with significant information regarding them:

Administration of County	All Commissioners participating covered all functions directly related to central office.
Probate Court	Courtesy presentation by Comms.
Maintenance of Court House facilities	Mr. Larson
Welfare	Mrs. Barber
Superior Court	Mr. Rogers
County Attorney	Mr. O'Brien
Maplewood Home Complex	Mr. Wilson
County Farm and Jail	Mr. Wilson
Register of Deeds	Mrs. Hubal

SWNH Mutual Aid
Radio Communications
Sheriff Dept.

Mr. Callahan
Mr. Callahan
Mr. Lysitt

Following the last presentation there was some general discussion regarding the overall accomplishments of the day. It was agreed to meet on February 25 to hear the remainder of department requests and work toward completing recommendations for the budget. Meeting adjourned at 4:53 P.M.

Respectfully submitted,

Irvin H. Gordon, Clerk

Second Session

February 25, 1983

The Executive Committee met at the Court House on above date to continue hearing department requests. Present were Reps. Scranton, Gordon, Davis, Perry, Ramsay, Moore, Matson, Lane, Miller, Hickey; Comms. Adams, Cheney, Lynch; Coordinator Drouin.

The meeting was called to order by Ch. Scranton at 10:05 and proceeded to hear requests and explanations from the following departments and agencies:

Home Health Care and Community Service -

Ms. Garry Gardner

Cheshire County Extension Service -

Mr. Sawyer et al

Monadnock Health and Welfare Council -

Mr. Sowerby et al

New Hope - New Horizons -

Mr. McCollester

Soil Conservation District -

Mr. Jacobs

Southwest Regional Planning Comm. -

Ms. Larson

As in the previous session all presentors gave complete and detailed information to justify the requests and responded to questions from members of the Committee.

Following lunch break the Committee considered sections of the budget with the following actions being taken:

Administration--Commissioners - Moved by Perry, Sec. by Miller to recommend total of \$340,275. Adopted

Administration--Treasurer, Auditors, Delegation Exp. - Moved by Moore, Sec. by Ramsay to rec. amounts of \$4002, \$14000, \$2750 resp. Adopted.

(Prior to adopting Commissioners' budget, action was taken on motion by Lane, sec. by Ramsay to recommend adoption of wage scale suggested by Commissioners for county employees. Passed)

County Attorney - Moved by Moore, sec. by Lane to rec. sum of \$99,839. Adopted.

Register of Deeds - Moved by Miller, sec. by Perry to rec. \$112,455. Adopted.

Register of Probate - Moved by Lane, sec. by Ramsay to rec. \$25,342. Adopted.

County Sheriff - Moved by Ramsay, sec. by Davis to rec. \$186,887. Adopted.

Medical Examiner - Moved by Ramsay, sec. by Hickey to rec. \$11,847. Adopted.

Court House Maint. - Moved by Ramsay, sec. by Lane to rec. \$94,240. Adopted.

Superior Court - Moved by Lane, sec. by Davis to rec. \$301,229. Adopted.

Public Welfare - Moved by Davis, sec. by Lane to rec. \$1,447,565. Adopted.

Coop Extension Service - Moved by Lane, sec. by Matson to rec. \$91,060. Adopted.

SWNH Fire Mutual Aid - Moved by Lane, sec. by Matson to rec. sum of \$192,407. Adopted.

Interest expense-Temp. Loans - Moved by Miller, sec. by Lane to rec. sum of \$151,000. Adopted.

Cheshire County Cons. Dist. - Moved by Lane, sec. by Miller to rec. \$6,200. Adopted.

Radio Communication - Moved by Perry, sec. by Matson to rec. \$14,433. Adopted.

Maplewood Administration - Moved by Perry, sec. by Matson to rec. sum of \$570,270. Adopted.

Maplewood Dietary - Moved by Moore, sec. by Davis to rec. sum of \$428,180. Adopted.

Maplewood Nursing - Moved by Matson, sec. by Miller to rec. \$1,058,935. Adopted.

Maplewood Plant Operation - Moved by Lane, sec. by Hickey to rec. sum of \$356,127. Adopted.

Maplewood Laundry & Linen - Moved by Davis, sec. by Ramsay to rec. sum of \$130,698. Adopted.

Maplewood Housekeeping - Moved by Miller, sec. by Lane to rec. \$170,990. Adopted.

Maplewood Physician & Pharm. - Moved by Matson, sec. by Ramsay to rec. \$128,743. Adopted.

Maplewood Special Services - Moved by Perry, sec. by Hickey to rec. sum of \$175,857. Adopted.

Maplewood County Jail - Moved by Moore, sec. by Hickey to rec. \$400,588. Adopted.

Maplewood Prisoners in other Institutions - Moved by Miller, sec. by Lane to rec. sum of \$35,000. Adopted.

County Farm - Moved by Miller, sec. by Hickey to rec.
\$189,513. Adopted.

Rep. Matson moved that we not fund Monadnock Health and Welfare Council. Motion seconded by Moore. Motion adopted with Reps. Scranton, Gordon, Davis and Hickey wishing to be recorded in opposition.

During consideration of the County Farm account, a motion was made by Moore and seconded by Matson that money for the Farm equipment items be taken from the Capital Reserve Account. Adopted by unanimous vote. On further motion by Matson, seconded by Miller it was voted that any 1983 profit from operation of the Farm be placed in the Capital Reserve Fund.

On motion by Lane, seconded by Davis that the Commissioners add the sum of \$1500 to line 4100.29 (outside services) in case any special project comes along where services of Southwest Regional Planning Commission might be used.

Revenue: Rep. Lane moved that \$280,000 be transferred from surplus to revenue side of budget and that \$168,000 from private patient care also be included. Seconded by Perry and adopted.

Moved that the Executive Committee recommend to the County Convention General Revenue Funds in the amount of \$143,263 to be applied against:

County Welfare Direct Aid	\$ 47,755
County Welfare Board and Care of Children	47,754
Southwest Fire Mutual Aid	47,754
	\$143,263

Moved by Rep. Moore, seconded by Rep. Matson, voted unanimously.

The question of holding a public hearing was discussed. No action was taken inasmuch as there is very little difference in the new recommendations and those discussed at the earlier hearing when only three members of the public appeared. It seems that legal requirements have already been met.

It was decided to hold the delegation meeting at Maplewood on March 12 starting at 9:30 A.M. hoping that all necessary action can be taken before mid-day.

The budget hearing was closed at 4:35.

Respectfully submitted,

Irvin H. Gordon, Clerk

Minutes of executive session held following adjournment of budget hearing.

The committee met briefly in executive session to discuss a personnel matter. Concerns voiced by some members will be taken to the Commissioners for possible solution. Meeting adjourned at 4:50 P.M.

Respectfully submitted,

Irvin H. Gordon, Clerk

February 25, 1983

MOTION

Moved, that the Executive Committee recommend to the County Convention General Revenue Funds in the amount of \$143,263 to be applied against:

County Welfare Direct Aid	\$ 47,755
County Welfare Board & Care of Children	47,754
Southwest Fire Mutual Aid	<u>47,754</u>
	\$143,263

Moved By Re. Moore
Seconded By Rep. Matson
Voted Unanimously

MINUTES OF MEETING OF CHESHIRE COUNTY CONVENTION
MAPLEWOOD HOME
MARCH 12, 1983

A meeting of the Cheshire County Convention was held at the above listed location on the date indicated for the purpose of approving the 1983 Budget. Chairman Moore called the meeting to order at 10:00 A.M. and explained the procedures he planned to follow. (including use of Moore's Rules).

Roll call showed nineteen members present and eight absent. Present were Reps. Boulter, Crane, Davis, Eisengrein, Gordon, Hickey, Johnson, Lane, Matson, Meader, Michaelides, Miller, Moore, Morse, Parker, Perry, Ramsay, Riley and Sullivan. Those recorded absent were Reps. Barber, Clark, Eaton, Galloway, Grodin, Kennedy, Perkins and Scranton. Also present were Commissioners Adams, Cheney and Lynch, and Coordinator Drouin. It was reported that Rep. Scranton was absent because of a death in her family. Rep. Grodin had written a note explaining that he had to be present at a town meeting in Jaffrey. At the suggestion of Chairman Moore, the delegation rose to observe moment of silence out of respect for Rep. Scranton's mother.

Chairman Moore introduced Administrator Wilson who, in turn, presented Supervisor of Nursing Davenport and Maintenance Supervisor Isakson to the members present. Chairman Moore expressed pleasure in behalf of the delegation that Rep. Eisengrein was able to be present and explained that he had traveled from the Boston area in order to be with us for the meeting.

Rep. Ramsay, acting for Executive Committee Chairman Scranton, gave an overview of the budget and answered questions on parts of it. The proposed budget total was shown to be approximately 6.7 million dollars which is an increase of 4.4% over 1983 and will call for a 10.3% increase in taxes.

Commissioner Lynch gave members a briefing on the wage scale that was being proposed for county employees. He explained much of the process by which it had been developed and pointed out that it was probably long overdue. He stated that in general terms it was in line with other counties in the state and was compatible with wages being paid in area businesses and industries. On motion by Rep. Perry, seconded by Rep. Matson it was voted to adopt the proposed scale. Unanimous vote.

The Convention then took action on departmental sections of the budget as follows:

Administration Commissioners Office--Moved by Rep. Riley, Seconded by Rep. Lane to approve sum of \$340,275. Motion adopted. Moved by Rep. Perry, seconded by Rep. Parker to add \$650. to above amount to pay N.H. Municipal Association for study of county insurance program. Voted

County Treasurer--Voted on Motion by Rep. Riley, seconded by Rep. Hickey to approve the sum of \$4002. for this account.

Auditors--Rep. Riley moved to approve the sum of \$14,000, seconded by Rep. Hickey. Voted.

Delegation Expense--Rep. Lane moved to approve amount of \$2750, seconded by Rep. Sullivan and voted in the affirmative.

County Attorney--Moved by Rep. Hickey, seconded by Rep. Riley to approve sum of \$99,839 Motion passed.

Register of Deeds--On motion by Rep. Lane, seconded by Rep. Sullivan it was voted to approve the sum of \$112,455 for this account.

Register of Probate--Moved by Rep. Lane, seconded by Rep. Davis to approve the sum of \$25,342. Voted.

County Sheriff--Rep. Lane moved and Rep. Davis seconded the motion to approve the amount of \$186,887. Voted

Medical Examiner--Moved by Rep. Perry, seconded by Rep. Sullivan to approve the sum of \$11,847. Motion adopted.

Court House Maintenance--Voted affirmatively on motion by Rep. Lane, seconded by Rep. Matson to approve \$94,240 for this account.

Superior Court--Voted in the affirmative on motion by Rep. Matson, seconded by Rep. Lane to approve the sum of \$301,229.

Public Welfare--Rep. Sullivan moved, seconded by Rep. Davis to make this amount \$1,354,065. Voted in affirmative.

Coop. Extension Service--Voted to approve sum of \$91,060 on motion by Rep. Lane, seconded by Rep. Hickey.

S.W.N.H. Fire Mutual Aid--Moved by Rep. Sullivan, seconded by Rep. Davis to approve sum of \$192,407. Voted favorably. Rep. Perry then moved to amend line 13 of the Executive Committee recommendation to read \$20,142 making total of this account \$194,922. Seconded by Rep. Davis and voted affirmatively. (It was explained that the added amount was needed to cover an increase in retirement figures recently recieved).

Interest Expense--Motion by Rep. Perry, seconded by Rep. Parker to approve the sum of \$151,000. Voted

Cheshire County Conservation District--Rep. Lane moved to approve request for sum of \$6200. Seconded by Rep. Johnson and voted.

Radio Communication--Moved by Rep. Sullivan, seconded by Rep. Davis to approve the sum of \$14,433. Voted

MAPLEWOOD HOME

Administration--Moved by Rep. Riley, seconded by Rep. Parker to approve recommendation of Executive Committee of \$570,270. (This amount includes bond payment and interest) Voted favorably on the motion.

Dietary--Moved by Rep. Sullivan, seconded by Rep. Perry to approve \$428,180. Voted

Nursing--Rep. Sullivan moved, Rep. Parker seconded motion to adopt recommendation of \$1,058,935. Voted.

Plant Operation--Moved by Rep. Lane, seconded by Rep. Hickey to approve amount of \$356,127 Voted.

Laundry and Linen--Moved by Rep. Perry, seconded by Rep. Hickey that \$8481 be transferred from Maplewood Housekeeping to Maplewood Laundry (payroll in both instances) to more clearly reflect split staffing. Voted
Moved by Rep. Sullivan, seconded by Rep. Lane to now approve \$139,179 total in this section. Voted.

Housekeeping--Moved by Rep. Perry, seconded by Rep. Johnson to approve \$162,509 in this account. Voted. (Includes decrease of \$8481 reducing the original recommendation from \$170,990).

Physicians and Pharmacy--Moved by Rep. Lane, seconded by Rep. Sullivan to approve sum of \$128,743. Adopted.

Special Services--Moved by Rep. Sullivan, seconded by Rep. Lane that the amount of \$175,857 be included in the budget for this item. Voted.

County Jail--Moved by Rep. Matson, seconded by Rep. Lane to approve amount of \$400,588 in this account. Voted.

Prisoners Held in other Institutions--Moved by Rep. Matson, seconded by Rep. Davis to approve \$35,000 for this purpose. Voted.

County Farm--On motion by Rep. Perry, seconded by Rep. Davis the sum of \$189,513 was voted for this time.

OUTSIDE AGENCIES

New Hope New Horizons, Inc.--Moved by Rep. Sullivan, seconded by Rep. Hickey to allot the sum of \$45,000. Voted.

Monadnock Health and Welfare Council--This agency had not been recommended by the Executive Committee to receive funding but on motion by Rep. Riley, seconded by Rep. Hickey to grant sum of \$21,305 considerable discussion followed. After explanation of current efforts being made by a Consolidation Committee hoping to bring several division of Social Services together in the interest of saving costs and with the understanding that the Council is ready to work diligently on this plan, the motion was voted favorably. Reps. Perry and Gordon who represent the County on the Consolidation Committee were instructed to keep the members of the delegation informed of progress from time to time.

Home Health Care and Community Service--Moved by Rep. Sullivan, seconded by Rep. Parker to approve sum of \$48,500 for this account. Voted in favor.

On summarizing motion by Rep. Riley, seconded by Rep. Hickey, it was voted to approve the total figure of \$1,468,870 as cost covering 4190 account and the outside agencies.

Rep. Perry moved that the Commissioners be authorized to receive and expend funds of \$12,500 or any other funds that may become available from the State Office of Alcohol and Drug Abuse Prevention for the implementation of an Alcohol Crisis Intervention Program in the County in 1983. Motion seconded by Rep. Lane and voted in the affirmative. The discussion on this motion included remarks by Rep. Ramsay that while the issue may be handled by the County, it is basically a State responsibility.

REVENUE--It was moved and voted unanimously to accept General Revenue Sharing Funds in the following manner:

County Welfare Direct Aid	\$ 47,755
County Welfare Board and Care of Children	47,754
Southwest Fire Mutual Aid	47,754
Total	<u>\$143,263</u>

It was moved and voted unanimously to authorize \$3,017,517 as the amount to be raised by taxation to balance the 1983 Cheshire County Budget. The remainder of the Revenue Page was voted unanimously.

Question was raised by Rep. Matson and directed to the Commissioners regarding their attitude toward allowing late payment without interest penalty of taxes by the towns and city of Keene inasmuch as there is likely to be delay by the State in sending monies due political subdivisions. The Commissioners responded that some allowance had already been made and that they would attempt to be reasonable in this respect.

It was voted on motion by Rep. Riley, seconded by Rep. Parker, that a total figure of \$6,777,402 be approved as the 1983 Budget.

Rep. Johnson questioned the Commissioners regarding the problem which had developed with the foundation of the building in which we were meeting. In answer they reported on investigative work that had been done and on the continuing study with probable steps to be taken being explained. The judgment seems to be at this time that sub-surface ditching and piping to provide better run-off of water may solve the problem.

Rep. Johnson spoke to the assembly regarding his proposed legislation to discontinue the timber tax and raise general valuation of growing timber by ten per cent. He expressed belief that at the present time many violations of the present law are occurring.

Discussion was held concerning questions raised at an earlier meeting by former Rep. Terry Wiggin regarding work of the area Underwater Rescue Unit. Several comments were made in praise of the dedication of the men comprising the Unit. The delegation seemed to indicate that a favorable attitude might be taken to some specific request made at a later date.

Respectfully submitted,

Irvin H. Gordon, Clerk

MINUTES
Meeting of Executive Committee
Cheshire County Delegation
September 19, 1983

PRESENT: Chairman Scranton, Representatives Davis, Eisengrein, Galloway, Gordon, Lane, Matson, Perry, Ramsay; Commissioners Adams, Lynch; Superintendent Wilson and Coordinator Drouin.

A meeting of the above named group was convened in the Conference Room of the Commissioners in the Court House at 4:00 p.m., for the purpose of reviewing the status of the budget for the first six months of the year and considering any other items of business as listed in the call of the meeting.

The group studied a very complete and well prepared status report which showed all categories in close compliance. In practically every section, expenditures varied only about 2% above or below the 50% allocated for the six month period. The only exception to this condition occurred in items where fixed payments were made on dates scheduled by contract such as payment of bonded indebtedness which is paid once a year.

Commissioner Lynch pointed out the reasons for the above mentioned variations and indicated an optimistic feeling that the second half year experience should be similar. Significant items mentioned by Commrs. Adams & Lynch were the criminal trial progress up to date, use of Masters in hearings helps keep Court case load down, newly installed state wide court system will offer several areas in new budget. The new Crisis Center at 23 Center Street is working very well and is being looked upon by some outside Cheshire County as a model to be followed as other Centers are established in the State.

Administrator Wilson reported that morale was high in the areas he supervised and suggested that the newly adopted Pay Scale had contributed to this condition.

Commissioner Lynch reported that some changes were in progress in use of space in Court House due to needs created by new equipment such as that in Registry of Deeds.

Commr. Lynch spoke of the advantages gained from use of the copying machine by several departments and asked that the Executive Committee consider purchase of this equipment which is now on lease. After discussion of the matter it was voted on motion by Rep. Ramsay to purchase the machine and instruct the Commrs. to look for line item balances that might provide the difference between cost of purchase and money provided for lease agreement.

Veteran Committee member Matson expressed his pleasure at the condition of the budget at present and the prospects of staying in line for the balance of the year. His sentiments were supported by other committee members.

There being no further business the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Irvin H. Gordon, Clerk

Keene, New Hampshire
December 8, 1983

The Executive Committee of the Cheshire County Delegation met at the Court House on above date to review the budget status for the first three quarters of 1983 and to hear a briefing of the 1984 budget proposal from the Commissioners.

The meeting was called to order by Chairperson Andrea Scranton at 6:40 p.m. Present were Representatives Galloway, Gordon, Matson, Miller, Moore, Perry, Ramsay and Riley of the Executive Committee, Commissioners Adams and Lynch and Coordinator Drouin.

Study of the nine month report showed very few variations from the anticipated status and it appeared that there would be no serious problem in the fourth quarter. Representative Matson moved that the report be accepted. Seconded by Representative Perry and approved unanimously.

Commissioner Lynch gave a very clear and enlightening preview of the proposed 1984 budget. He pointed out certain areas such as expenses of Courty system, Welfare, Nursing care and board for Court placed children where there are changes due to circumstances beyond our control. Other areas where changes are planned include improvement in heat management, telephone system (possible) and dental employee benefit. It was pointed out that the County would pay only for employee benefit, with the option being given to the employee to buy family coverage at own expense.

This budget proposal shows an increase of 9.5% in expense and a 19% increase in taxes levied. There was discussion relative to addition to the farm equipment reserve fund. Representative Perry moved to allocate the sum of \$5,000 from 1983 farm income to a reserve account for the suggested purpose. The motion was seconded by Representative Galloway and voted affirmatively.

The date of January 5 was approved as meeting time at which the Executive Committee would authorize the treasurer to borrow money in anticipation of taxes.

The Commissioners requested that the delegation not change items in the budget without conference. This does not infer that members of the delegation should not listen to requests from department heads or agency requests.

The meeting adjourned at 7:40 p.m.

PUBLIC HEARING PROPOSED BUDGET

A public hearing on the Commissioners proposed 1984 budget was called to order by Chairman Moore at 7:45 p.m. He announced that the meeting could proceed in any manner desired by those in attendance. Inasmuch as only two persons

were present who had not been in attendance at the Commissioners' briefing there were very few questions raised. Representative Moore led the group through the proposed budget stopping at points to highlight areas of significant proposed changes.

The rather tranquil 1983 public hearing closed at 8:00 p.m.

Respectfully submitted,

Irvin H. Gordon, Clerk

Special Collections
UNH Library
Durham, NH 03824

